



**West Lincoln Middle School**  
**2023-2024**

**Band Handbook**

Miss Emily Wright, Director

[westlincolnband.org](http://westlincolnband.org)

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## **Welcome to our Parents and Students!**

This handbook is intended to inform band parents and students of the West Lincoln Middle School Band Program policies and procedures. If situations or conditions arise during the year that are not addressed in this handbook, the director will make a decision that is in the best interest of the student and the program. Please read through the handbook and then sign the Band Agreement Form located at the back of this handbook.

You can also sign up for Remind text messages for reminders! Text @wlmsband23 to 81010.

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### **West Lincoln Middle School Band Program Mission**

The West Lincoln Middle School Band Program will deliver a comprehensive, balanced, and sequential instructional program designed to provide all beginning to intermediate level band students with fundamental music skills and knowledge in agreement with local, state, and national standards that will inspire students to be creative, life-long learners and patrons of the arts.

### **Miss Wright's Philosophy of Music**

As a musician and educator, I believe all students deserve the right to a well-rounded education in music. Students should be provided with a classroom atmosphere that will give them the greatest opportunity for success. This includes ensuring students feel safe and comfortable exploring and learning. Every teacher should come to school organized, prepared, and with an open-heart ready to help and prepare students for their futures. The goal is not for every student to become a professional musician, but rather to develop a lifelong appreciation for music and the arts. Music teaches responsibility, patience, self-discipline, and dedication, giving students the opportunity to develop these skills and provide them with an education that will fully prepare them for future careers.

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### **Music Standards**

Music education standards for North Carolina can be found at the following website:

<http://www.ncpublicschools.org/docs/curriculum/artsed/scos/new-standards/arts/music/k-8.pdf>

# Classroom Procedures

It is imperative students bring all necessary materials to class and be on their best behavior to ensure success in the band room. In order for our class to run efficiently, we must follow procedures.

## Entering the Classroom

Quietly and orderly. By the beginning of class (when the timer goes off), students should have their instrument together, music/pencil on their stand and all assignments turned in at the Musician's Corner.

## Leaving Your Seat

Raise your hand and ask for permission *unless* it is an emergency.

## Asking/Responding to Questions

Questions should not be asked when the director is conducting and students are playing their instruments, wait until after we stop to ask. Raise your hand and wait to be called upon to answer a question.

## Food/Drinks in the Classroom

Students are not to have food, candy, or gum in the classroom, but may have water to drink.

## Instrument Cubbies

Keep cubby areas neat. Only store materials in your instrument cubby area.

## Moving Chairs, Stands, or Other Equipment

Put everything back where you found it and **leave it better than you found it.**

## Passing in Papers/Music

Turn in all papers to the designated tray provided at the Musician's Corner at the front of the class **before** class begins.

## Intercom Announcements/Phone Calls

All students should be silent until announcements or calls are completed.

## Absence

If you are absent from class, you need to check with Miss Wright to discuss what you missed in class.

## Turning in Money

Follow procedures listed at the Musician's Corner at the front of the classroom.

## Dismissal

Pack up **ONLY** when Miss Wright gives you permission to do so. **Do not pack up early, especially when Miss Wright is giving directions.** Make sure your area is clear of trash and make sure your materials are properly stored. If you find something that isn't yours, place it in the Lost and Found or the trash.

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## Classroom Rules

Respect others and their property.

Be respectful and listen when others are talking.

Promptly follow directions after they are given.

Never say "can't" unless it is followed by "yet."

## Classroom Materials

Unless otherwise noted, students will be expected to have the following materials with them **every class**. Being prepared in this way will be a factor that determines the daily class participation grade. Students should have all materials every day to receive an A on their Class Participation Grade every week.

Instrument	Instrument Care Items (Reeds, valve/slide oil, cleaning swabs)	Band Binder (with necessary contents)	Method Book	Pencil
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## Band Binders

Students are expected to have a designated Band Binder that contains only Band related materials. The following should be in their binder **at all times**:

- Front Cover Sheet (with name, grade, instrument and cubby number)
- Pencil
- 5 tab dividers labeled: Fundamentals, Rhythm Charts, New Music, Old Music, Resources
- All sheet music/resources (provided by Miss Wright)
- Sheet Protectors (for music)

## Financial Obligations

Students are required to purchase a method book for their specific grade level. Clarinet and Saxophone students will need to purchase reeds for their instrument. **They will need at least three (3) reeds at all times.**

At the beginning of the school year, all students will be required to purchase a Band polo to wear for concert performances. More information about concert attire can be found in the Concert Participation and Attire section of the Handbook.

*Other expenses may occur throughout the school year. If this happens, Miss Wright will give as much notice as possible and will be available to discuss solutions if cost is an issue.*

## Grading Rubric

Band is a performance-based class and most grades will come from student performance on their instruments. This includes daily participation, pass offs, and concert performances. Students will be graded upon the following:

Assignment	Points Per Assignment	Total Possible Points (per Semester)
Concerts (test grade)	250 points	500
Class Participation	20 points/week x 17 weeks	340
Pass Offs (Playing Tests)	10 points x 16 pass offs (8 pass offs per 9 weeks)	160
	<b>Total Possible Points</b>	<b>1000</b>

## **Late Work Policy**

**It is the responsibility of the student to talk to Miss Wright about make-up work when they return to school, regardless of the reason they were absent.** Late work will be accepted, but students will lose 10 points possible on their grade for every day the assignment is late. (Ex: 2 Days late, highest possible score is 80). After 5 days, the student will no longer be allowed to turn in the assignment for a grade, but will receive feedback and corrections for educational purposes. **(Note: Daily Participation a cannot be made up. If a student is absent during a class period, they will be marked with an “exempt” so it does not negatively impact their grade.)**

## **Practice Policy**

Students are required to take home their instrument every day. It is suggested they practice twenty (20) minutes every day, as that is healthy for growing as a musician.

## **Pass Off Policy**

Each student will be given 8 playing test assignments for each semester. They must receive a 100 on the playing test to receive a pass off. Students will have an unlimited number of chances to pass off each line number of their assigned 8 for each semester but must pass off by the due date to move on to another set. Pass Off assignments may be completed either in class on designated days or online via video submission. Any uncompleted pass off by the end of each nine weeks will roll over to the next semester.

## **Instruments**

Students are expected to have their instrument with them every day. If students do not have their instrument, they will receive a lowered grade on their Daily Participation grade. It is important that instruments are always in good, working condition. If something happens to an instrument and it does need to be taken in for repair, parents will need to contact Miss Wright via email or phone call. Most rental companies can pick up instruments for repair at West Lincoln Middle School, saving you a trip to the store.

\*If you would like to change instruments, you must talk to Miss Wright before making the decision as this can alter the Band ensemble as well as lesson planning. In December 6<sup>th</sup> grade students will have the opportunity to audition other instruments. Students will only be switched if they have met the requirements of the audition and are approved by Miss Wright.

## **Concert Participation and Attire**

Students are required to attend as well as dress and act professionally during concerts. If a piece of music conflicts with religious beliefs and/or other factors prevent a student from performing, an alternative assignment will be given.

**Concert Attire – Band polo, black pants or long skirt, black shoes**

## **Fundraising**

Throughout the year, the band program will participate in fundraisers. All students are required to participate in some way. This could be selling, organizing, promoting, and/or purchasing. Further information will be sent out about each fundraiser closer to their respective start dates.

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# West Lincoln Middle School Band Handbook Agreement

I have read the 2023-24 West Lincoln Middle School Band Handbook and understand all of the policies and procedures listed therein. I agree to abide by the rules and regulations of West Lincoln Middle School Band Program.

I understand the responsibilities as well as privileges of membership in the West Lincoln Middle School Band and by signing below agree to uphold the high standards set by the West Lincoln Band Program. I understand if I fail to uphold the rules and expectations of the West Lincoln Middle School Band, I risk the possibility of being asked to leave the Band program.

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Student Printed Name

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Student Signature

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Date

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Parent/Guardian Printed Name

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Parent/Guardian Signature

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Date